



**Department of Development**

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TO: West Lafayette Board of Public Works and Safety

CC: Diane Foster

FROM: Chandler M. Poole, Director

DATE: April 29, 2014

SUBJECT: Unpaid Intern- Frannie Einterz

I request permission to engage a new intern, Frannie Einterz. Frannie is a graduate of Indiana University who majored in Biology and minored in French and Chemistry. She is currently doing food insecurity research with the Purdue horticulture department and has worked as a local food festival coordinator in Bloomington. She will be working up to 15 hours a week on West Lafayette Farmers Market issues including marketing, education, and communication. She will report to Beverly Shaw, Marketing and Grants Administrator, and will work unpaid from April 29 through August 2014.